

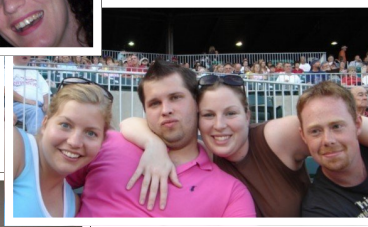
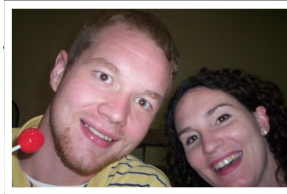
Letter from the Chair

Welcome to UCA and the Department of Accounting. We are excited that you have chosen us for your graduate degree. Our program is comprehensive and develops students' conceptual and technical accounting competence, communication and leadership skills, and research abilities. Our mission is to prepare students to be accounting professionals and future business leaders, capable of contributing to the business community and succeeding in a dynamic environment. Our priority is to develop the knowledge and abilities of our students.

This brochure was created by MAcc students who welcome you and want to help you make a smooth transition to our campus. The tips will benefit you during your application process and your first semester. Please contact us if we can help you in any way. Again, welcome to UCA, where You Belong.



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Make new friendships as students enjoy attending events together!



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Department of Accounting

Welcome to the UCA MAcc Program!

Developing Accounting Professionals through Scholarship, Leadership, Communication, and Research



Quick Tips to Enhance Your MAcc Experience

Congratulations on making it into UCA's Master of Accountancy (MAcc) program! In order to make your transition to graduate life smoother, we want to give you some advice that will definitely be useful.

Pre-Program Tips

- Get your parking tag, have ID made, and do any other beginning-of-the-year errands at least 2 weeks before classes begin. This way you beat the rush.
- Ensure you're enrolled in Grad-level courses and not undergrad. Only 5000 and 6000-level classes are graduate courses. It may cost time and money to change this later!

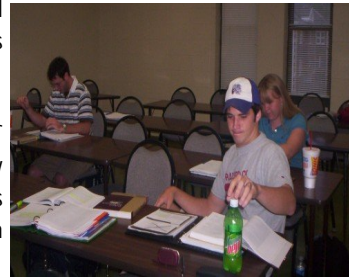
Financial Aid Tips

- Complete the MAcc scholarship application ASAP. All application materials are due the first Monday of class. MAcc scholarships are awarded about three weeks after classes start.
- Complete Financial Aid forms early. Financial Aid is in the basement of McCastlain Hall. Beginning mid-July for the Fall semester, contact Financial Aid to check on the status and ensure everything is in order. This may save you a LOT of stress later!
- For summer classes, financial aid is not awarded until the second summer session. Plan to pay for May Intersession and Summer I.
- Student Accounts is on the 1st floor of McCastlain Hall.



Tips for Accessing Campus Resources

- You should receive your log-in information (Username and Password) when you register with UCA. Use it to practice logging into My UCA. MY UCA is used to register for classes, check e-mail, access course resources, and maintain other important information. The link to MY UCA is on the UCA homepage. You will also need this information to log into the campus computer and access UCA's wireless system.
- Obtain a PIN number from Torreyson Library circulation desk to access research databases from off-campus.
- Also at Torreyson Library, you will need to put money on your ID card to print in the COB computer lab. Printing in the lab costs 5¢ per page.
- Learn how to access the available accounting research databases such as CCH Network, ProQuest, and LexisNexis. You will need to use these on a regular basis. From the Torreyson Library website, click on Articles/Research Databases.



Tips for Success in Your Classes

- Make friends with MAcc students. You will need a group partner or help from a buddy at some point.
- Self-study is the key. There is a lot of reading outside of class.
- Be prepared for class. You will be required to participate.
- Bring your opinions and thoughts instead of a calculator!
- Don't skip class.
- Don't expect to cram and still pull an A. You have to study and keep up each week.
- Be prepared for LOTS of research, not just textbook learning. Some of your classes won't even have a textbook. Don't expect graduate research to be limited to Internet resources.

Other Useful Tips

- Check the bookstore early for book purchases. The campus bookstore is located in the Student Center. If you plan to order books online, get the ISBN number from the bookstore, and order early enough for delivery before classes begin.
- Register for myinterfase.com (part of Career Services at UCA, located in Bernard Hall) in early August, and check it weekly for interview dates and resume submissions. Go to myinterfase.com/uca/student now and set up a username, password, and profile.
- You will be submitting your resume via e-mail. Saving it in a .PDF format will ensure that it is always formatted correctly.
- During your second semester, you need to complete a Petition for Candidacy. The form is available on the Graduate School's Website. It must be signed by your advisor and Department Chair. The Graduate School is on the 3rd floor of Torreyson Library, which isn't accessible from inside the library.
- Although you will be spending most (okay ALL) of your time in BBA, become familiar with the entire campus or carry a map. Knowing other buildings and their locations will come in handy during campus recruiting events.
- We strongly advise joining Beta Alpha Psi at the beginning of the semester as it hosts numerous professional events beginning in early September.
- Graduate students are eligible to live in campus housing. The Department of Housing & Residence Life is located in Bernard Hall or you can visit <http://www.uca.edu/divisions/admin/housing/> for more information.

<http://www.uca.edu/macc>

Visit our Website to find out about

- Graduate Tuition and Fees
- MAcc Coursework & Electives
- Getting a Job after graduation
- Scholarships & Graduate Assistantships
- Beta Alpha Psi
- Certifications for Accountants